

Utah Counties Indemnity Pool GRAMA Policy

Effective Date: February 16, 2017

Last Review Date: April 20, 2017

Last Revision Date: February 16, 2017

PART I – General Policy

1. Purpose

This policy outlines the policies of the UCIP Board of Trustees related to the Utah Government Records Access and Management Act UCA

2. General Policy

It is the policy of the UCIP Board of Trustees to comply with the Utah Government Records Access and Management Act.

3. Records Officer

The Records Officer, as required and defined by GRAMA, shall be the CFO.

4. Appeal to Chief Administrative Officer

For purposes of GRAMA, the CFO shall be considered the Chief Administrative Officer of UCIP.

5. Fees

When fees for responding to a GRAMA request are appropriate and allowed under the act, the following fee schedule will be used to determine the fee charged. Fees may be reduced or waived if recommended by the CFO and approved by the Board of Trustees.

Position Required to Respond	Rate per hour	Copying fee
CFO/Records Officer		
Operations Specialist		